

AG Contract No. KR96 0373TRN  
ADOT ECS File No. JPA 96-20  
Project: DPS Vehicle Maintenance  
Section: Statewide

INTERAGENCY AGREEMENT  
BETWEEN  
THE DEPARTMENT OF TRANSPORTATION  
AND  
THE DEPARTMENT OF PUBLIC SAFETY

THIS AGREEMENT is entered into APRIL 26, 1996, 1996,  
between agencies of the STATE OF ARIZONA, to wit; the DEPARTMENT  
OF TRANSPORTATION, acting by and through its Equipment  
Administrator (the "DOT") and ARIZONA DEPARTMENT OF PUBLIC  
SAFETY, acting by and through its Support Division (the "DPS").

I. RECITALS

1. The DOT is empowered by Arizona Revised Statutes Section 28-108 and 35-148 to enter into this agreement and has by resolution, a copy of which is attached hereto and made a part hereof, resolved to enter into this agreement and has delegated to the undersigned the authority to execute this agreement on behalf of the DOT.

2. The DPS is empowered by Arizona Revised Statutes Section to enter into this agreement and has resolved to enter into this agreement and has authorized the undersigned to execute this agreement on behalf of the DPS.

3. The DPS has a continuing requirement for motor vehicle maintenance and repair (M&R) services. The DOT is capable of providing motor vehicle M&R services to the DPS at competitive costs at various statewide locations.

THEREFORE, in consideration of the mutual agreements expressed herein, it is agreed as follows:

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## II. SCOPE

### 1. The DOT will:

a. Appoint DOT personnel with appropriate authority to administer and coordinate the work contemplated herein with DPS. Notify DPS of business and emergency M&R telephone numbers and locations.

b. Annually provide DPS with a price list for routine M&R and preventative maintenance (PM) functions. Perform M&R and PM functions in accordance with the price list. Perform repair activities not covered by the price list at the current DOT fully burdened labor rate for actual time (currently \$27.50 per labor hour). In no event shall DOT invoice DPS for repair costs/labor hours which would exceed the "Mitchell Flat Rate" manual. Parts provided by DOT for DPS M&R or PM will be invoiced at cost plus ten percent.

c. Provide DPS M&R and PM services priority whenever possible. In the event of a conflict DOT shop supervisors scheduling decisions shall prevail.

d. No more often than monthly, invoice DPS for services provided, supported by individual vehicle work orders, detailing work performed and parts used.

### 2. The DPS will:

a. Appoint DPS personnel with appropriate authority to administer and coordinate the work contemplated herein with DOT.

b. Provide DOT common M&R and PM parts, including tires. Provide DOT with electronic data necessary to load master equipment records and points of contact into the DOT data system.

c. Reimburse the DOT within 30 days after receipt of invoices for work performed under this agreement.

## III. MISCELLANEOUS PROVISIONS

1. This agreement shall remain in force and effect until cancelled by either party or other competent authority.

2. This agreement shall become effective upon execution by the parties hereto.

3. This agreement may be cancelled in accordance with Arizona Revised Statutes Section 38-511.

4. The provisions of Arizona Revised Statutes Section 35-214 are applicable to this contract.

5. In the event of any controversy which may arise out of this agreement, the parties hereto agree to abide by required arbitration as is set forth in Arizona Revised Statutes Section 12-1518.

6. All notices or demands upon any party to this agreement shall be in writing and shall be delivered in person or sent by mail addressed as follows:

Arizona Department of Transportation  
Equipment Administrator  
2225 South 22 Avenue, Mail Drop 071R  
Phoenix, AZ 85009-6997

Arizona Department of Public Safety  
Ass't Director, Support Division  
2102 West Encanto Blvd.  
PO Box 6638  
Phoenix, AZ 85005-6638

IN WITNESS WHEREOF, the parties have executed this agreement the day and year first above written.

STATE OF ARIZONA

DEPARTMENT OF PUBLIC SAFETY

DEPARTMENT OF TRANSPORTATION

By Richard G. Carlson  
RICHARD G. CARLSON  
Ass't Director, Support  
Division  
4/26/96

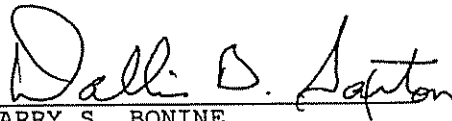
By Joseph H. O'Neill 3/27/96  
JOSEPH H. O'NEILL  
Equipment Administrator

R. L. [Signature]  
APPROVED - Legal Section  
Arizona Department of Public Safety

RESOLUTION

BE IT RESOLVED on this 26th day of February 1996, that I, the undersigned LARRY S. BONINE, as Director of the Arizona Department of Transportation, have determined that it is in the best interests of the State of Arizona that the Department of Transportation, acting by and through the Highways Division, to enter into an agreement with the Arizona Department of Public Safety for the purpose of defining responsibilities for providing vehicle maintenance to DPS motor vehicles.

Therefore, authorization is hereby granted to draft said agreement which, upon completion, shall be submitted to the Equipment Administrator for approval and execution.

  
for LARRY S. BONINE  
Director

**ADDENDUM TO  
INTERSERVICE AGREEMENT  
BETWEEN  
ARIZONA DEPARTMENT OF PUBLIC SAFETY  
AND  
ARIZONA DEPARTMENT OF TRANSPORTATION  
March 1996**

The following are standard labor costs for the services listed, and will be considered as part of the Interservice Support Agreement subject to annual review.

"A" Service (Every 5000 miles) See attached checklist	\$22.00
"C" Service (Every 15000 miles) See attached checklist	\$30.25
"D" Service (Every 30000 miles) See attached checklist	\$55.00
Charge battery	no charge
Charging and battery system test	\$ 8.25
Remove and Replace Battery (Simple)	\$ 5.50
(Clean all connections including auxiliary equipment)	\$13.75
Clean Injectors (Including 15 minute drain)	\$22.00
Front or rear disc brakes	\$33.00
Rear drum brakes	\$41.25
Front disc and rear drum brakes	\$71.50
Front and rear disc brakes	\$63.25
Note: For shops which are not equipped with a brake lathe, add \$5.00 for commercial rotor turning services and \$7.00 for commercial drum turning services.	
Pressure wash or steam clean (engine)	\$11.00
Pressure wash or steam clean (undercarriage, including all suspension and transmission)	\$11.00
Mount and balance tires (including R&R on vehicle)	\$ 6.00
Remove, repair, balance, remount and reinstall tire	\$10.00

\*\*\* A SERVICE \*\*\*  
P. M. CHECKLIST  
ONE TON & UNDER

VEHICLE NUMBER \_\_\_\_\_  
WORK ORDER # \_\_\_\_\_  
TECH. # \_\_\_\_\_

FOR ALL REPAIRS USE REPAIR TASK CODES

CK. = CHECK ONLY USE TASK CODE IF REPAIR IS NECESSARY

- 085 \_\_\_\_\_ Check Emission Certification expiration date
- 090 \_\_\_\_\_ Check windshield, windows and mirrors
- 095 \_\_\_\_\_ Check all lights [ head, tail & stop, turn signals, license light, top light & etc. ]
- 100 \_\_\_\_\_ Check decal condition
- 105 \_\_\_\_\_ Check for accident damage
- 115 \_\_\_\_\_ Check license plate
- 150 \_\_\_\_\_ Check floor mats, shift boot(s), visors, etc.
- 155 \_\_\_\_\_ Check seat belts & seat controls
- 160 \_\_\_\_\_ Check all door controls & lock operation
- 310 \_\_\_\_\_ Check air filter(s) TASK [ replace if necessary ]
- 385 \_\_\_\_\_ Check of all fluid levels [ coolant, eng. oil, auto. trans., brake, steering & washer ]
- 640 \_\_\_\_\_ Check air pressure and tire / spare(s) condition
- 330 \_\_\_\_\_ Replace engine oil filter(s) , oil & lubricate fittings [ lube & oil ]
- 210 \_\_\_\_\_ Check warning lights, buzzers, gauges and horn(s)
- 215 \_\_\_\_\_ Check wiper operation, blades, arms and washer fluid operation
- 180 \_\_\_\_\_ Check, visually; battery, charging system & listen to starting operation
- \_\_\_\_\_ Check radiator and A/C condenser for obstructions
- 390 \_\_\_\_\_ Check all belts and hoses
- 510 \_\_\_\_\_ Check frame & suspension [ shocks, bushings, shackles, etc. ]
- 515 \_\_\_\_\_ Check all mounts, brackets, linkages, u-bolts
- 575 \_\_\_\_\_ Check drive train [ boots, u/cv - joints, yokes, nuts ]
- 580 \_\_\_\_\_ Check exhaust system for leaks, corrosion and broken supports
- 596 \_\_\_\_\_ Remove wheels, inspect brakes system [ rotate tires as needed ] TASK [ pads, shoes, rotors, drums, master & wheel cylinders, calipers, lines, connections, etc., if repair is necessary ]
- 665 \_\_\_\_\_ Check steering action / operation and components

Comments \_\_\_\_\_

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\*\*\* C SERVICE \*\*\*  
P. M. CHECKLIST  
ONE TON & UNDER

VEHICLE NUMBER \_\_\_\_\_  
WORK ORDER # \_\_\_\_\_  
TECH. # \_\_\_\_\_

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- 100 \_\_\_\_\_ Check decal condition
- 105 \_\_\_\_\_ Check for accident damage
- 115 \_\_\_\_\_ Check license plate
- 150 \_\_\_\_\_ Check floor mats, shift boot(s), visors, etc.
- 155 \_\_\_\_\_ Check seat belts & seat controls
- 160 \_\_\_\_\_ Check all door controls & lock operation
- 310 \_\_\_\_\_ Check air filter(s) TASK [ replace if necessary ]
- 375 \_\_\_\_\_ TASK Replace fuel filter(s)
- 385 \_\_\_\_\_ Check of all fluid levels [ coolant, eng. oil, auto. trans., brake, steering & washer ]
- 640 \_\_\_\_\_ Check air pressure and tire / spare(s) condition
- 345 \_\_\_\_\_ TASK Test engine coolant for freeze point & S.C.A.'s
- 330 \_\_\_\_\_ Replace engine oil filter(s) , oil & lubricate fittings [ lube & oil ]
- 555 \_\_\_\_\_ TASK Change automatic transmission fluid & filters(s)
- 210 \_\_\_\_\_ Check warning lights, buzzers, gauges and horn(s)
- 215 \_\_\_\_\_ Check wiper operation, blades, arms and washer fluid operation
- 130 \_\_\_\_\_ Check, visually; battery, charging system & listen to starter operation
- 230 \_\_\_\_\_ Check A/C system for proper operation
- 185 \_\_\_\_\_ Check fan operation [ fan clutch, radial play, etc. ]
- \_\_\_\_\_ Check radiator and A/C condenser for obstructions
- 390 \_\_\_\_\_ Check all belts and hoses
- 425 \_\_\_\_\_ Check fuel system [ carb., fuel/inj., choke, etc. ]
- 510 \_\_\_\_\_ Check frame & suspension [ shocks, bushings, shackles, etc. ]
- 515 \_\_\_\_\_ Check all mounts, brackets, linkages, u-bolts
- 575 \_\_\_\_\_ Check drive train [ boots, u/cv - joints, yokes, nuts ]
- 530 \_\_\_\_\_ Check exhaust system for leaks, corrosion and broken supports
- 596 \_\_\_\_\_ Remove wheels, inspect brakes system [ rotate tires as needed ] TASK [ pads, shoes, rotors, drums,  
master & wheel cylinders, calipers, lines, connections, etc., if repair is necessary ]
- \_\_\_\_\_ TASK Clean brake system [ pads, shoes, rotors, drums ]
- 665 \_\_\_\_\_ Check steering action / operation and components

Comments \_\_\_\_\_

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\*\*\* D SERVICE \*\*\*  
P. M. CHECKLIST  
ONE TON & UNDER

VEHICLE NUMBER \_\_\_\_\_  
WORK ORDER # \_\_\_\_\_  
TECH. # \_\_\_\_\_

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- 580 \_\_\_\_\_ Check exhaust system for leaks, corrosion and broken supports
- 596 \_\_\_\_\_ Remove wheels, inspect brakes system [ rotate tires as needed ] TASK [ pads, shoes, rotors, drums,  
master & wheel cylinders, calipers, lines, connections, etc., if repair is necessary ]
- \_\_\_\_\_ TASK Clean brake system [ pads, shoes, rotors, drums ]
- \_\_\_\_\_ [ If brake job is needed ] TASK Grease wheel bearings and replace seals
- \_\_\_\_\_ TASK Service differential every 60,000 mi. Enter mileage of last service \_\_\_\_\_
- \_\_\_\_\_ [ differentials with blue dot at plug contain synthetic lube, DO NOT SERVICE ]
- \_\_\_\_\_ Access codes
- \_\_\_\_\_ Load test batteries
- \_\_\_\_\_ Check alternator output & starter draw
- 665 \_\_\_\_\_ Check steering action / operation and components
- 875 \_\_\_\_\_ TASK \*\*\*> ROAD TEST <\*\*\*

Comments \_\_\_\_\_

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